



**City of Riverside, California**  
**Personnel Policy and Procedure Manual**

**Approved:**

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**Human Resources Director**

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**City Manager**

Number: VI-18 Effective Date: 06/01

**SUBJECT: RETIREE MEDICAL PREMIUM SUPPLEMENT PLAN (RPOA)**

**PURPOSE:**

To define the Retiree Medical Premium Supplement Plan for Police Unit retirees for uniformity of interpretation and application.

**POLICY:**

Retired members of the Police Unit and Police Management Unit may be eligible to receive a monthly supplement intended to apply toward the retiree's health insurance premium costs.

**1. Eligibility**

Police retirees from classifications belonging to the non-management unit, or retirees from the Police Management Unit who contributed to the fund as non-management employees during the contribution period, may qualify for this supplement, regardless of a retirement date subject to the following eligibility requirements:

- A. An employee who receives a service retirement or a non-industrial disability retirement must have 20 years service in law enforcement as a sworn employee; of those 20 years, they must serve a minimum of 15 years with the City of Riverside Police Department in a sworn capacity and have retired from the City.
- B. Subject to the following provisions, an employee who receives an industrial disability retirement will be eligible when years of active service plus years on disability retirement equal 20. Industrial disability retirees must serve a minimum of five years with the City of Riverside Police Department in a sworn capacity. Years of active service may include up to five years of sworn law enforcement service with another agency. The RPOA/City Advisory Group may make exceptions to the total years of service requirement for industrial disability retirements in case of catastrophic injury or other compelling circumstances. In the event the Advisory Group is deadlocked on any such question, they will refer the matter to expedited binding arbitration.
- C. Officers, Special Agents, and Sergeants hired on or after 07/01/91 who have not yet completed probationary periods may elect to contribute during the 30-day period following satisfactory completion of their probationary period. Those who do not elect to contribute during this 30-day period will waive their right to participate in the fund. The contribution amount is 5% of current gross salary for a top step Officer. This can be paid through

payroll deductions for one year (24 pay periods) or through a one-time lump-sum contribution.<sup>1</sup>

## 2. **Benefit Amounts**

- A. Employees who retired before June 1, 1990, will receive up to \$75.00 per month.
- B. Employees who retired on or after June 1, 1990, will receive up to \$150.00 per month.

## 3. **Review and Payment Process**

The Riverside Police Officers' Association reviews all claims annually. It is the retirees' responsibility to obtain an affidavit from the City of Riverside Human Resources Department or the Riverside Police Officers' Association (RPOA). Retirees should submit completed affidavits to the RPOA for review. The RPOA sends approved affidavits to Human Resources for payment processing. Without an affidavit, payments will stop.

## 4. **Additional Information**

The Memorandum of Understanding (MOU) between the RPOA and the City of Riverside contains the details of the agreement. Should a discrepancy exist between this document and the RPOA MOU, the MOU would prevail.

## **PROCEDURE:**

<b>Responsibility</b>	<b>Action</b>
Human Resources	1. Provides initial Supplement affidavit to Retiree at Separation Processing appointment.
Retiree	2. Submits the original Supplement affidavit to RPOA at the time of retirement.
Association	3. Sends Supplemental affidavits to retirees annually for updates.
Retiree	3. Submits the annual update of the Supplement affidavit to RPOA for review.
	4. Notifies Human Resources and the RPOA in case of change of address, premium amount, or coverage.

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<sup>1</sup> In September 1998, current Officers, Special Agents, and Sergeants hired on or after 07/01/91 and were no longer probationary, were provided a one-time opportunity to contribute. Those who did not elect to contribute waived their right to participate in the fund.

Association

5. Reviews all new and annually updated affidavits and submits to Human Resources for payment processing.

Human Resources

6. Processes requests for payment.

Finance Department

7. Sends monthly check to retirees. (Automatic deposit is not available.)